

GLAST Science Policy Document

DRAFT Version 0.4

October 2005

1 Purpose, Introduction and Scope

Document will point as needed to other documents to avoid duplication and configuration changes across documents. Audience is users and GLAST team members.

2 Description of relevant mission elements

2.1 Project Scientist

2.2 Users Committee

Reference charter. Chair, membership, international participation, etc.

2.3 Instrument PIs and their international teams

2.4 IDSs

2.5 SWG

2.6 E/PO

Reference GTN?

3 Processes

3.1 How policy is made (policy policy)

3.2 Policy Document control.

Project Scientist controls document, with concurrence from HQ and GUC, through chair, and SWG. Policy document shall be posted on GSSC website and GUC website.

Anyone may propose a change at any time to GUC chair and/or Project Scientist.

3.2.1 Baseline, tracking and revision

3.3 *Complaint and appeal*

3.3.1.1 Organization

3.3.1.2 Peer review

3.3.1.3 Data products

3.3.1.4 Software

3.3.1.5 Support-related

4 Science Observing Policy

4.1 *Definition of Sky Survey*

4.2 *Mission Discretionary Time (MDT)*

4.3 *GRBs*

4.3.1 Alerts

Frequency, etc.

4.3.2 Repoints

Frequency, etc.

4.4 *Solar Flares*

4.5 *TOOs*

4.5.1 Definitions of planned (selected by peer review) and unplanned (using MDT)

4.5.2 Initiation, approval process, scheduling path, and timing.

4.5.3 Boundaries on observing time fraction for TOOs

4.6 *Calibrations, engineering time*

4.7 *Observing*

Goals to achieve balance. Flexible as science evolves.

4.7.1 Observing plan for year 1

4.7.2 Target fractions of scan vs point after year 1.

Minimum fraction for all-sky (not-to-exceed pointing time)

4.7.2.1 Process for updating fraction guidelines

4.7.3 Peer review process for observations.

4.7.3.1 Guidelines in consultation with GUC

4.7.3.2 Technical feasibility reviews by Instrument Teams (not science)

4.7.4 Timeline planning responsibilities

4.7.4.1 Replan and reobservation granting policy in case of TOOS, GRB repoints, errors, or problems.

4.7.4.1.1 Guaranteed and unguaranteed rescheduling cases

4.8 Control of observatory operations parameters affecting science

4.8.1 Division of responsibilities

4.8.2 Science Operations Oversight Group (SOOG)

4.8.2.1 Responsibilities

4.8.2.2 Members

4.8.2.3 Process

4.8.3 Who may propose modification of selected parameters and process for review and implementation

5 Data Management Policy

5.1 Introduction

Includes associated software. LAT and GBM. ICDs. Data rights principles.

5.1.1 Definitions of data products levels

Brief description – reference PDMP. LAT and GBM.

5.2 Year 1 vs later years

5.3 GBM data release policy

5.4 Year 1 and later year data release policy

5.4.1 LAT year 1 data releases

5.4.1.1 Sources of interest

5.4.1.1.1 Process for updating source list

5.4.1.2 Serendipitous flares

5.4.1.3 Bursts

5.4.1.4 TOO's

5.4.2 LAT data releases in subsequent years

5.5 Archive plan and access

5.6 Policy by data category

5.6.1 Science data

5.6.1.1 Sky survey

5.6.1.2 Pointed observations

5.6.1.3 TOO's

5.6.1.4 GRB alerts

5.6.2 Raw instrument data

5.6.3 Calibration data

5.6.4 Housekeeping and engineering data

5.6.5 Monte Carlo simulations

5.7 Policy by level of processed data

5.8 Policy on reprocessing of data

How initiated and controlled. Involves instruments, GSSC, GUC. Peter and Chip will provide a proposal. Year 1 vs years 2 and beyond.

5.9 Data discarding

5.10 IDS roles and data access

6 GI Program

6.1 Purposes and Goals

6.1.1 Two components: proposals to affect observing/operations; proposals for funding for data analysis.

6.2 Types of support (GI, theory, large projects, “legacy”, etc.).

6.3 Eligibility

6.3.1 US scientists

6.3.2 Non-US scientists

6.3.3 Instrument team members

6.3.4 GSSC and other mission team members

6.3.5 GUC and SWG members

6.4 Policy for GLAST-funded staff and mission partners.

6.5 Policy with regard to other missions

6.5.1 Cooperative time

6.5.2 Joint peer review process

6.5.3 Support

6.6 Observing proposals

6.6.1 Peer review and selection guidance

6.6.2 Proposals for observatory pointing

Since has an impact on everyone’s science, specific guidance on what must be proven for successful proposal.

6.6.3 Multi-year proposals

6.7 *Multiwavelength planning, coordination, and observing support.*

6.8 *Fellows program*

6.8.1 Purposes and goals

6.8.2 Program description

6.9 *Peer review process*

6.9.1 Guidance from GUC. Consultation with Instrument teams on technical feasibility.

6.9.2 NRA. Science solicitation plan (as per Chandra SSP)?)

7 Internal Project Policies Affecting Users

7.1 *Instrument Team Membership*

Defined by instrument team members. Included here for reference and highlight issues of particular interest to users.

7.1.1 LAT

Full members and Affiliated members

7.1.2 GBM

7.2 *Agreements between Mission and Instrument PIs*

7.3 *Agreements between Instrument PIs*

7.3.1 LAT and GBM data sharing and publication policy year 1 and subsequent years

7.4 GSSC

7.4.1 Science research time available to GSSC staff.

Remove, since internal to GSSC?

7.4.2 Policy on GSSC staff affiliation with instrument teams.

7.5 International Agreements

7.5.1 Mission level

7.5.2 Instrument team level

8 Publication Policy

8.1 Required acknowledgements

8.1.1 Refereed journals

8.1.2 Conference proceedings and posters

8.1.3 Talks

8.2 Instrument team publication policies

Reference publication policy documents here.

8.3 Press plan

Reference press plan document.